

309

74-2493

Executive Registry

74-3079/1A

5 JUL 1974

Mr. Mortimer M. Caplin  
National Civil Service League  
1625 K Street, N. W.  
Washington, D. C. 20006

Dear Mr. Caplin:

Thank you for your letter of 19 June advising me that Carl E. Duckett has been selected to receive the National Civil Service League's 1974 Career Service Award for Sustained Excellence. Needless to say, he was delighted to hear of this recognition, and I am personally gratified that another Agency officer has been selected for this outstanding award. I plan to attend and welcome the opportunity to participate in the Awards Ceremony on 9 October.

Mr. F. W. M. Janney, our Director of Personnel, will have the overall responsibility for coordinating our efforts in this program. Mr. Angus Thuermer will assist him and will be responsible for publicity matters. Mr. Janney can be reached on [redacted] and Mr. Thuermer on [redacted]

Sincerely,

/s/ W. E. Colby

W. E. Colby  
Director

cc: Mr. Angus Thuermer

Distribution:

- 0 - Addressee
- 1 - DCI
- 1 - DDCI
- 1 - ER
- 2 - DD/M&S
- 1 - D/Pers
- 1 - DD/Pers/SP
- 2 - [redacted]

(Signed) F. W. M. Janney

Originator:

3 JUL 1974

Director of Personnel

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## National Civil Service League

EFFICIENCY-QUALITY-ECONOMY IN GOVERNMENT MANAGEMENT  
FOUNDED 1881

June 19, 1974

Mr. W. E. Colby, Director  
Central Intelligence Agency  
Washington, D.C. 20505

Dear Mr. Colby:

It gives us great pleasure to advise you that Carl E. Duckett has been selected to receive the National Civil Service League's 1974 Career Service Award for Sustained Excellence.

To allow you time to inform him personally, we will wait a few days before contacting him.

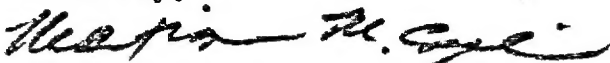
The 20th Annual Career Service Awards Ceremony will take place at a cocktail-reception in the State Department's Diplomatic Reception Area on October 9 from 5 to 7 p.m. We cordially invite you to introduce Mr. Duckett at the reception, and to take part, with the League Board in the awards presentation.

Our goals are to (1) honor the awardees for outstanding performance, (2) increase citizen awareness of quality in all branches of government, and (3) encourage the ablest to build government careers. Your interest and support help greatly to achieve these goals.

We respectfully request your assistance in gaining strong support and wide publicity for the event. We will be making releases to papers, magazines and television on June 28 and expect to work during the summer on publicity. Will you kindly designate members of your information and personnel staffs to work with us on promotion and publicity?

If your designees will call the National Civil Service League at 833-1450 and ask for Ada Kimsey, she will invite them to a planning meeting scheduled for July 16. She will also ask them to supply --as soon as possible-- 50 glossy photos (3X5) of the awardees.

Sincerely,



Mortimer M. Caplin

1825 K STREET, N.W.

WASHINGTON, D.C. 20006

AREA CODE (202) 833-

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<b>OFFICIAL ROUTING SLIP</b>					
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1	Director of Personnel 5E 58 Hqs		27 JUN 1974	P.D.-	
2	DD/Pers		27 JUN 1974	27	
3	DD/Pers			✓	
4	DD/Pers/SP				
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<p><b>Remarks:</b></p> <p>Please assume action responsibility in preparing an appropriate response for the signature of the DCI, and route through the DD/M&amp;S.</p> <p>As a separate aspect of this, the DD/M&amp;S suggests that the 19 June letter immediately be placed on the classified bulletin board.</p> <p>Suspense: 8 July 1974.</p> <p><i>DD/Pers Suspense: 3 July 1974</i></p> <p style="text-align: center;">LJD</p> <p>Att: DD/M&amp;S 74-2336</p>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
Executive Officer to the DD/M&S				26 Jun 74	
7D 26 Hqs					
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FORM NO. 1-67 237 Use previous editions

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# National Civil Service League

EFFICIENCY-QUALITY-ECONOMY IN GOVERNMENT MANAGEMENT  
FOUNDED 1881

Executive Registry

74-307911

DD/M&amp;S 74-2336

PERS 74-3042

Rec'd 21 Jun 74

June 19, 1974

Mr. W. E. Colby, Director  
Central Intelligence Agency  
Washington, D.C. 20505

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Sincerely,

Mortimer M. Caplin

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